

STATE OF CALIFORNIA

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Base Year Modification Request Certification

Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board  
Office of Local Assistance  
1001 I Street, (MS-25)  
PO Box 4025  
Sacramento, CA 95812-4025

General Instructions:

Please select the **ONE** choice below that best explains your request to the Board.

- ☒ 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
- ☐ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

Section I: Jurisdiction Information and Certification			
All respondents must complete this section.			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name		County	
Redwood City		San Mateo	
Authorized Signature		Title	
Type/Print Name of Person Signing		Date	Phone ( ) Include Area Code
Brian Ponty			(650)780-7072
Person Completing This Form (please print or type)		Title	
Nanette Sartoris			
Affiliation:	Consultant		
Mailing Address	City	State	ZIP Code
225 Bush Street, Suite 1700	San Francisco	CA	94104-4207
E-Mail Address	nsartoris@esassoc.com		

<b>Section II: Information for New Generation-Based Study for Existing or New Base Year</b>			
Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g., "4").			
<i>Note: New base years must be representative of a jurisdiction's disposal and diversion.</i>			
1. Current Board-approved existing base year:		2. Proposed new generation-based study year:	
1997		2000	
3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:			
<p>The City believes that the 2000 generation rate enumerated here is representative of the average annual jurisdiction disposal in recent years. The slightly higher disposal in 2000 is consistent with the flourishing economy in 2000 and the shift in material from the City's largest generator (an auto shredder facility) going to an out-of-county landfill (with a low tipping fee) where the auto shredder fluff is landfilled rather than being used as ADC.</p> <p>With respect to diversion, Redwood City has implemented all of the programs selected in its SRRE, or suitable alternatives thereto. The City continues to emphasize programs targeting the residential, commercial and industrial waste sectors:</p>			
4. Enter diversion rate information below.			
Diversion rate calculated using existing base year		a. 44 %	Diversion rate calculated using new generation-based study
For existing base year pounds/person/day based on generation		13.7	For new generation based study pounds/person/day based on generation
Residential generation 32 %		Non-Residential generation 68 %	Residential generation 16% %
Population existing generation-based study 73,600		Population new generation-based study 78,000	
b. 47 %			
16.5			
5. If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples (e.g., change in jurisdiction's demographics).			
Regarding diversion implementation efforts, see response to Question 3 above and PARIS notes submitted separately and electronically as part of the 2000 Annual Report process. The City has documentation to substantiate all diversion claims for 2000. The proposed new generation tonnage results in an increase in the per capita generation rate from 15.7 to 16.7 pounds/person/day when comparing the generation calculated using the existing base year to that calculated as part of this generation-based study. The 2000 generation tonnage reported for Redwood City is based on actual disposal and diversion tons. The higher-than-average per capita generation rates can be explained in part by the large industrial facilities within the City, such as the South Bayside System Authority Wastewater Treatment Plant that treats wastewater from nine jurisdictions in San Mateo County and an auto shredding facility, among others.			
6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)			
Not applicable.			

<b>7. Disposal Tonnage (enter values):</b>		24002	101127	125129
		Residential	Non-Residential	Total

Please select the **ONE** choice below that best explains your disposal data and complete the required tables.

☒ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/rytmndrq.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/rytmndrq.doc))

☐ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/rytmndrq.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/rytmndrq.doc))

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. Note: The Board expects the jurisdictions to be able to provide all back-up documentation, if requested. Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids [e.g., concrete, asphalt, dirt], white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.

\*Please provide detailed Non-Residential waste information in Section 9.

Diversion Activity		Actual Tons	Relative Percent to Total Collection	Specific Material Type(s) (List operation with multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at <a href="http://www.ciwmb.ca.gov/LGCentral/Pdfs/Co-des/Reduce.htm">www.ciwmb.ca.gov/LGCentral/Pdfs/Co-des/Reduce.htm</a>		(A)	(All-tail Generation)			
Residential Source Reduction Activities						
Backyard composting		628	0.3%	Organic Matter	846 lbs/bin/year; San Mateo County Composting Program. The County program distributed 2,201 bins to Redwood City. The County surveyed bin owners and found 88% of the bins were in use.	Bin Distribution Record; San Mateo County Composting Coordinator
Grasscycling			0.0%			
Other Residential Source Reduction (list each program separately)						
Diaper Services		11.4	0.0%	Textiles (Diapers)	Baby's Diaper Services; tons reported distributed throughout County on basis of population	ESA 1997 Diversion Survey, ESA Database
Enter program name			0.0%			
Enter program name			0.0%			
Enter program name			0.0%			
Subtotal, Residential Source Reduction		837	0.3%			
Residential Recycling Activities						
Curbside Recycling		6118	2.6%	OCC, ONP, MP, Bottles & Cans	Actual weights	BFI MIS Reports for 2000; San Carlos TS & Ox Mountain LF
Buyback Centers						
Drop-off Centers						

Diversion Activity	Actual Tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation with multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.esaonline.org/central/central.cfm">www.esaonline.org/central/central.cfm</a>					
Other Residential Recycling (list each program separately)	41	(4.7 total Generation)			
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal Residential Recycling	6,118	2.6%			
Residential Composting Activities					
Green Waste Drop-off	1,045.0	0.4%	Plant material and wood	Assumes 15% of self-hauled green waste reported by BFI is residential.	BFI MIS Reports for 2000; San Carlos TS & Ox Mountain LF
Curbside Green Waste	5,681.0	2.4%	Plant material, includes Christmas trees	Actual weights	BFI MIS Reports for 2000; San Carlos TS & Ox Mountain LF
Christmas Tree Program					
Other Residential Composting (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal Residential Composting	6,726	2.6%			
Subtotal Residential Diversion	13,451	5.7%			
Non-Residential Source Reduction Activities					
Non-Residential Waste Audits	218	0.1%	See Section 9	See Section 9	See Section 9
Other Non-Residential Source Reduction (list each program separately)					
Grasscycling - Redwood City Elementary Schools	5.4	0.0%	Grass clippings	250 lbs/1,000 sq. ft./year	ESA 2000 Diversion Study; ESA database; RC Elementary School District Facilities Manager
Redwood City schools and North Star business - double-sided copying	26.4	0.0%	Office paper	5 lbs/ream, actual number of paper reams purchased at each school and the amount of double-sided copying occurring at each individual school.	ESA 2000 Diversion Study; ESA database; Sequoia High School District; staff from 8 elementary schools; North Star staff
Redwood City schools - furniture salvage	2.1	0.0%	Books, computers, desks	Computers: 26 lbs/computer; books: 1.08 to 1.48 lbs/book depending on whether hardback or paperback books; desks: 50 lbs/desk	ESA 2000 Diversion Study; ESA database; Sequoia High School District; staff from 3 elementary schools
Enter program name					
Enter program name					
Subtotal Non-Residential Source Reduction	251	0.1%			

Division Activity	Actual Tons (A)	Relative Percent to Total Collection	Specific Material Type(s) (List operation with multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwm.org/cgwp/100Central/ParkCo/00s/Reduce.htm">www.ciwm.org/cgwp/100Central/ParkCo/00s/Reduce.htm</a>					
Recycling					
Non-Residential Waste Audits*	1653	0.7%		See Section 9	See Section 9
Other Non-Residential Recycling (list each program separately)					
Commercial Recycling - BFI Franchised Collection	4,184.0		OCC, MP, Bottles & Cans, and plant material from businesses and some multi-family complexes	Actual weights	BFI MIS Report for 2000; San Carlos TS & Ox Mountain LF
Commercial Recycling (includes backhauled materials and recycling by non-BFI commercial recyclers - only includes those generators not included in Section 9 Waste Audits)	425.3	1.8%	OCC, plastic wrap, MP, Glass, and Bottles & Cans	Actual weights	ESA 2000 Diversion Study; ESA Database
Transfer Station Recovery at San Carlos TS	9,608.0	0.2%	Material diverted in the transfer station sorter program and aggregate recycling program at the San Carlos Transfer Station.	Actual tons allocated to cities based on the monthly self-haul tonnage received from applicable jurisdictions; diverted material received from city vehicles is allocated directly to the appropriate jurisdiction.	BFI MIS Reports for 2000; San Carlos TS & Ox Mountain LF
Recycled/Salvaged Material at Santa Clara County Facilities	3,888.6	4.1%	Wood, gypsum, tile, shingle roofing, white goods, OCC, etc.	None	Quarterly landfill report; Zanker Material Processing Facility and Zanker Road LF
Enter program name		1.7%			
Subtotal Non-Residential Recycling	19753	8.4%			
Non-Residential Composting					
Non-Residential Waste Audits*	888	0.4%		See Section 9	See Section 9
Other Non-Residential Composting (list each program separately)					
Green waste drop-off	5,921.0		Plant material and wood	Assumes 85% of self-hauled green waste reported by BFI is non-residential.	BFI MIS Reports for 2000; San Carlos TS & Ox Mountain LF
Enter program name		2.5%			
Enter program name					
Enter program name					
Enter program name					
Subtotal Non-Residential Composting	8818	2.9%			
Subtotal Non-Residential Diversion	26829	11.4%			
Residential/Non-Residential Diversion Activities					
ADC			Auto shredder fluff (12,517.63 tons at Altamont LF and 14,221.58 tons at Kirby Canyon LF); greenwaste (1.79 tons), C&D Debris (198.07 tons).	CIWMB data -- excludes Ox Mountain LF (53,311.22 tons) and Vasco Road LF (802.61 tons). Vasco Road LF sludge tons have been modified and are shown below under "Sludge Used as ADC." Ox Mountain LF tons are reported under other collection/recovery programs conducted by the City's franchised hauler prior to use as ADC; see tons under residential and non-residential green waste drop-off and residential curbside green waste programs shown above; see also tons under Transfer Station Recovery at San Carlos TS and Landfill Recovery at Ox Mountain LF programs shown below.	CIWMB Disposal Reporting System Database
	26939	11.5%			

Diversion Activity	Actual Tons	Relative Percent to Total Generation	Specific Material Types (List operation with multiple materials in one box)	Specific Conversion Factor Used (If any) and Source	Type of Record and Location of Record
<p>Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwmmb.org/ciwmmb/Centrifans/CoDes/Reduction">www.ciwmmb.org/ciwmmb/Centrifans/CoDes/Reduction</a></p>	(A)	(Actual Generation)			
Sludge	9222	3.9%	Sludge from the South Bay-side System Authority Wastewater Treatment Plant in Redwood City	Supercedes 602.61 tons listed on CIWMB site for Vasco Road LF; signed letter from landfill operator shows that tons were originally misalllocated to San Francisco when reported to the CIWMB. See Attachment A. A sludge petition was submitted for 2000. Sludge is addressed in the agenda item and resolution.	Landfill weight records, Vasco Road LF
Scrap Metal					
Construction and Demolition					
Landfill Salvage	33,156.0	14.1%	C&D debris, auto shredder material, and concrete and asphalt	Actual weights	BFI MIS Reports for 2000; San Carlos TS & Ox Mountain LF
Subtotal Residential/ Non-Residential Diversion	86317	29.5%			
Total Res/Non-Res Source Reduction Tons	889	0.4%			
Total Diversion Tons	109627	46.7%			
Total Disposal Tons from Sec.7	125129	53.3%			
Total Generation Tons (Div+Dis)	234756				
Diversion Rate	47%				

### 9. Specific Non-Residential Sector Waste Audits--Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.  
(Table will perform all addition calculations)

Type of Non-Residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include Material Type (e.g., paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other ____
Supermarket	1	Cardboard and plastic/shrink wrap recycling and organics composting		152	599	751.23	0.3%	P
Supermarket	2	Cardboard and plastic/shrink wrap recycling and organics composting		162	299	461.17	0.2%	P
Department Store	4	Cardboard collected by non-BFI recycler for recycling		370		370	0.2%	P
Department Store	5	Cardboard and plastic/shrink wrap recycling		315		314.88	0.1%	P
Supermarket	3	Cardboard and plastic/shrink wrap recycling		284		284.23	0.1%	P
Business Tower	6	Glass collected by non-BFI recycler for recycling		197		196.6	0.1%	P
Golf Course	7	Grasscycling	163			163	0.1%	P
Business Tower	8	Glass collected by non-BFI recycler for recycling		112		112.3	0.0%	P
Department Store	9	Cardboard recycling.		60		60.3	0.0%	P
High school	10	Grasscycling	55			54.5	0.0%	P
<b>Totals</b>			<b>217.5</b>	<b>1852.51</b>	<b>898.18</b>	<b>2768.19</b>	<b>1.2%</b>	

Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey form(s) used.

Summarize the non-residential diversion activities for the top 10 generators quantification methodology, and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business).

Cardboard, Business 1: 6 bales/week at 52 weeks/year and 800 lbs/bale equals 124.80 tons. Business 2: 6 bales/week at 52 weeks/year and 800 lbs/bale equals 124.80 tons. Business 3: Management annual estimate of 370 tons. Business 4: 4.5 bales/day and 5 days/week equals 314.6 tons. Business 5: 2.5 bales/day and 6 days/week equals 534 lbs/ cubic yard and 1.11 yards/ bale, equals 124.80 tons. Business 9: Ten 5' x 5' stacks per week and 232 lbs/stack equals 60.3 tons.

Plastic shrink wrap, Business 1: 22.55 Lbs per cubic yard and 0.16 yards per 33 gallon bag and 15 bags/day times 6days/week, equals 8.62 tons. Business 2: 22.55 Lbs per cubic yard and 0.27 yards per 55 gallon bag and 11 bags at 3 times a week, equals 5.27 tons. Business 3: One half a 30 gallon bag/day and 4 lbs/30 gallon bag and 5 days/week equals 0.26 tons. Business 5: 22.55 Lbs per cubic yard and 0.16 yards per 33 gallon bag and 4.5 bags/day and 6 days/ week, equals 2.57 tons.

Organics , Business 1: 1,443 Lbs per cubic yard and 1.33 yards per gaylord box and 2 boxes/day times 6 days/week, equals 598.79 tons. Business 2: 1,443 Lbs per cubic yard and 1.33 yards per gaylord box and 2 boxes/day times 6 days/week, we calculate 299.39 tons.

Glass, Business 6: 3.5 cubic yards/week and 2,160 lbs/yard equals 196.6 tons. Business 8: 2.0 cubic yards/week and 2,160 lbs/yard equals 112.3 tons.

Grasscycling, Business 7: 30 acres at 43,580 sq ft./acre and 250 lbs/1,000 sq ft equals 163 tons. Business 10: 10 acres at 43,580 sq ft./acre and 250 lbs/1,000 sq ft equals 55 tons.

10. For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concrete, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program, please provide the following information:

a. If the diversion program started on or after January 1, 1990, complete the following table.

**Note:** program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept."

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
Inert Solids ▼	Transfer Station Diversion (also includes scrap metal)	Oct-99	9,608
Inert Solids ▼	Ox Mountain Diversion (also includes scrap metal)	Oct-99	33,156
Inert Solids ▼	Zanker Landfill ADC	2000	18
Inert Solids ▼	Newby Island Landfill ADC	1998	160
Inert Solids ▼	Kirby Canyon	2000	6
Pull Down for Waste Types ▼			

b. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board - on a separate sheet marked "Attachment 10b", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. ( **Note:** this criterion is applicable to the entire jurisdiction, not to individual programs (PRC sec. 41781.2 [c] [2]). Please include documentation.
- That the jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

**Note:** If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.

Instead please provide date of Board approval of previously submitted information. \_\_\_\_\_ (Date)

If documentation is not available, go to 10d.

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. **Note:** Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				

Other Non-Residential Commercial Recycling Identified in Redwood City's 2000 Annual Report													rev. 10/30/01
Category	Tons by Material Type												Notes
	OCC	Plastic	Wrap	Organics	Tallow	MP	Glass	Recyclables	Mixed	Total	Backhaul	Study	
Supermarkets													
1	1124.8	248.4	8.62	598.79	666.4	19.02	0.00			751.23	887.9	x	Audit Reference #1
2	1124.80	409.2	5.27	299.39	624.8	31.71	0.00			461.17	738.80	x	Audit Reference #2
3	21.00									41.00		x	
4	34.40									34.40	Recycle Fibers	x	
5	15.30									15.30		x	
7	31.20									31.20		x	
Subtotal:	602.77	886.3	16.46	40.84	898.18	4204.2	101.12	-0.00	-	1,618.53	2488.34		
Department Stores/Retailers													
Subtotal:	744.90	0.26								745.16			
Other Businesses													
1	1.70					5.10				5.80	Enterprise	x	
2	0.60					21.90				28.40	Enterprise	x	
3								196.60		196.60	Dolson		Audit Reference #6
4						33.00		112.30		112.30	Dolson		Audit Reference #8
Subtotal:	2.20							308.90		344.10			
Schools/Institutions													
2								2.40		2.40	WRT	x	
3								1.10		1.10	WRT	x	
4								0.70		0.70	WRT	x	
Subtotal:								4.20		4.20			
Other Recyclers													
1						264.00				264.00	Weyhauser	x	
Subtotal:										264.00			
(Collected from 3 small printer co. and Oracle)													
Subtotal:													
TOTAL	1349.87	4,633.16	16.72	44.07	898.18	4,204.2	101.12	-0.00	4.20	2,975.99	3,545.77		
									check:	2,975.99	3,545.78		

Other Non-Residential Commercial Source Reduction Identified in Redwood City's 2000 Annual Report													
Category	Grasscycle	Tons by Material Type					Total tons	1997 Study	2001 Study	Comm'l Outreach	Notes		
		Double-sided copying	Furniture Salvage	Computers	Books	Desks							
Golf Course													
Emerald Hills Golf Course	163.00	0.00					163.00		x		Audit Reference #8		
Subtotal:	163.00	0.00					163.00						
Schools/Institutions													
Sequoia HS, Redwood HS							19.68	x			Donated		
Sequoia Adult School							2.50	x			Donated		
John Gil Elementary							6.08	x			Donated		
Taft Elementary							0.84	x			Donated		
Hawes Elementary					0.04	0.10							
Sequoia and Redwood HSS	54.50						54.50	x			Audit Reference #10		
Redwood Elementary Schools	5.40						5.40	x					
Roy Coud Elementary School							1.70	x					
Roosevelt Elementary School							1.10	x					
Henry Ford Elementary School							1.80	x					
Citford Elementary School							0.40	x					
Penninsula Christian Center							1.40	x					
North Star													
Subtotal:	59.90	26.40	3.76		0.34	0.10	90.50						
TOTAL	222.90	26.40	3.76		0.34	0.10	253.50						
					check:		253.50						